

Logan PTSO Meeting Minutes
June 6, 2018
Logan Mini Theater 9:00 AM

Attendees: Susie Guest, April Weber, Will Wright, Eleonore Zetoune, Pauline McLaughlin, Sarah Jenkins, Robyn Schmier, Pamela Fine, Jen Stieve-Swarup, Rosi Torres, Tierra Jackson, Danielle Isaac, Christina Shinsky, Aron Butler

Meeting start time: 9:02 am

Principal Report – Will Wright

- Thanks for a fun and successful Carnival. Seemed like good turnout and folks had a good time despite the rain.
- Also want to say a big thank-you to PTSO for everything you've done this past year. Logan staff on teacher interview panels this spring highlighted the feeling of community at Logan as something they value, and this PTSO is a big part of that.
- Our enrollment is growing, so next year we're on track to have a full Young-5s classroom, three kindergarten, and three first grade classrooms. We've been doing teacher interviews to cover this expansion. From a pool of several excellent candidates we've narrowed it to our top three plus one backup (other schools are recruiting from the same pool). Next week we have a round of second interviews, and we will forward our recommendations to the district HR office who then makes the final decisions. Not sure whether any offers will be made before the end of the school year, but I will share any news I get.
- Installation of new playground equipment is still on track for this summer. One change is that the new AAPS facility director is discouraging poured-in-place play surfaces for environmental and cost-of-upkeep reasons. Therefore, we will be getting wood chips, but expect to get access to about \$45k that would have gone toward the poured-in-place surface. Ideas for where to spend this include the climbing wall, shade structures, sheds, and improvements to basketball courts. Mr Wright is still double-checking the details but he will start getting some bids.
- The new housing development to the north of our school will have a path leading into the upper playground. This should provide families living in neighborhoods to the north better options for biking or walking. A concern was raised about greater public access to playgrounds during school hours. Mr Wright says the lunch supervisors are trained on how to respond to people they don't recognize, and we can look into posting a sign advising folks that the area is closed for public use during school hours.
- Question: What do we know about new roundabouts planned for Nixon? There is a meeting tomorrow night at 6:30pm at Clague with additional details and discussion about this planned roundabout corridor.
- Question: Where are new K & 1st grade rooms going? Chris Culbertson and Kristen Meier plan to switch places, with the two new classrooms going in the corner there. We will need to have some ongoing assessment of space needs for orchestra, band, Spanish and ELL. We have the space, it's just a matter of scheduling.

Teacher Report – Tierra Jackson & Chris Culbertson

- NWEA testing is done, woohoo!
- Thanks again to PTSO for all the support this year, especially the grants.
- Reminder about the parent volunteer appreciation luncheon this Friday.
- We did awesome at Science Olympiad this year! Lots of medals, including some first and second places! We went over budget by \$95, and we plan to request funds from Harold Logan fund to help cover. Looking forward to next year!
- We're starting an academic games team for 4-5th grades, working with Clague coach/teams. Look for flyers to come home soon. Team meetings begin next fall, but there are some summer camps kids can attend to start learning the games. Competitions take place on weekends through the year, and teams can go on to states and nationals. Ann Arbor teams have placed well in recent years, with some usually making it to states and nationals.
- Carnival recap:
 - Raffle baskets ran more smoothly this year. Writing names on the back of tickets is very useful to clear up any questions.
 - We should consider having a second ticket sales location at the food stand. We lost revenue when people wanted more food but were out of punches, and didn't want to walk back outside to buy more, especially with the rain.
 - We went over budget by about \$200. Kerri says we've had \$1525 submitted for expenses so far, but this includes the PTSO aprons which will be paid from the general balance, so actual expenses were below \$1500 so far.
 - The balloon art was very popular and had a long line. If we do it again we should consider charging one punch to increase revenue and encourage folks to do other events.

Officer Reports

- President – Susie Guest
 - Susie passed around a sheet with contact info for officers and committee chairs, asked that we double check our info and be sure to use an email address where we want to receive PTSO info.
 - Tierra requested we also update the Logan PTSO event reports through the LoganPTSO@gmail.com account with any observations or suggestions for others working on various projects in the future. Account password was given verbally but will not be shown here in the minutes; if you need it again please contact one of the officers.
 - Date for August PTSO meeting will be August 23rd at 7pm in the Logan mini-theater. May also have a cabinet pre-meeting, date to be set later.
- Treasurer – Kerri Randall
 - Income: Additional Culbertson family foundation grant of \$2500, and some end-of-year fundraising checks from Box Tops, Amazon Smile, and Dominos.
 - Expenses: Carnival, Science Olympiad, teacher grant to Mrs. Rodriguez (media center), beautification work day supplies, bus costs for a field trip, U-Haul/gas for 3rd grade Storer camp trip.
 - Discussion of experience this year using the U-Haul trailer instead of the bus. It cost

\$120 total, so saved us about \$400 compared to a second bus. Did anyone hear any feedback? April said it was nice that the trailer could arrive a bit earlier than the kids, speeding up the unloading process on each end. We should definitely consider doing it again.

- Question: Do the materials purchased with the Culbertson family grant belong to Logan? Mr Wright says yes, he thinks so. The check was made out to PTSO, not Chris personally, and the funds were split between ELL classroom books and media center items for Mrs. Rodriguez.
- Carnival income is \$4480 so far, minus \$1525 expenses means net proceeds of \$2955. Compared to \$3815 last year, this isn't bad considering the rain. We should reconsider the \$6500 figure we have in next year's budget, which seems very ambitious given the past two years. We had \$3500 in 2018 budget, which seems more realistic. If we bump this down and keep projected expenses, we'd be spending the difference of \$3k from balance. Susie says let's make that adjustment and plan to spend from balance at this point, and then reassess potentially cutting some things next year as we go, if needed. **MOTION** to adjust the 2018-19 budget to show Carnival income as \$3500. Seconded. **VOTE PASSES.**
- Teacher vouchers: Earlier this year we had discussed a potential second round if funds were available. Given where we are on carnival and \$800 of new vouchers coming in this month, Kerri recommends holding voucher limits where they are. Some discussion followed by consensus that this seemed reasonable.
- Discussion of how to increase revenue by offering better pre-sale options for silent auctions and raffle baskets. If baskets are set up in the school lobby, we could also have the ticket bins there for purchase, but would need to think about how to secure the ticket bins. There may also be electronic options for buying tickets. Research and discussion should continue another time.
- We purchased the locks for 5th graders. Need a volunteer to get the locks ready and hand them out at the promotion ceremony on June 13th at 2pm. Sarah Jenkins agrees to take on these tasks.
- Fundraising Chair – Christina Shinsky
 - Silent auction: Top-selling item was the American Girl doll. The silent auction (SA) was a lot of work but brought in about a third of the event revenue. Obviously it is useful to get more high-value items, so we should think about how to get more of those next year. Aron suggests we think about ways to streamline the check-out process for SA items, to allow families to pay for their items quicker. Eleonore points out that some SA items had multiple sheets stacked together, and this needs to be clearer during the bidding process.
 - Fun Run: Update on third party admin options for next year. Christina looked at Funathon, Runathon, and Get Moving Crew, with this last one seeming like the best option. They don't actually run the physical event, but they handle all the donation and admin and publicity via their online system. Seems like this could be a nice thing to get up and going and then hand off to next person in her position. They said schools keep >90% of donations, and where they make their money is a small cut from online donations. Christina doesn't think we'll need to increase our budget at all to cover this

program, and the company suggests we'll make 15-25% more money moving to their system. Susie & Kerri think it's worth a try. Discussion of prizes for students getting top donation totals. The company provides prizes via their store, so we don't have to purchase those up front; they also have resource kits with fliers, etc.

- Discussion of sales totals for raffle tickets and food tickets, and which raffle baskets were most popular.
- Spirit wear: This year we made \$471, last year we made \$500. Robyn says this seems like a good return with pretty low effort since it's all handled through the vendor website (SportsHut). Discussion of whether there could be advantages for going with a local company (Wines and Clague do this), and possibly having a single logo or image that all shirts use as a way to create a more easily recognizable product. Sarah and Susie will do some research on costs and options with local companies.
- Academic Coordinator – Christy Landefeld *[covered by Sarah Jenkins]*
 - Sarah discusses ideas for programs for next year. Science Alive and Brainstormers are popular, so we'll plan to book those. We will also look for low- or no-cost opportunities. She will talk to Christy (not present) to optimize timing of these assemblies. Discussion of how often to try to schedule these. Mr Wright says roughly once a month is good, these programs are a priority, so he can work around them with other assemblies. Consensus to book Science Alive & Brainstormers now, and then plan to present to PTSO in August with some other ideas.
- Volunteer Coordinator – Tiffany Beckerleg *[covered by Susie Guest]*
 - Discussion of whether we need an end-of-year help-wanted email. Maybe one alerting folks to look for something later in the summer for packet stuffing, school clean-up events. Also include a thank-you to all the volunteers.

Committee Chair Reports

- Beautification – Rosi Torres & Carlos Brito
 - We held outdoor work day on May 29th. Attendance was ok, including several high school kids, and we got some things done but the weather was very hot that weekend.
 - We didn't get the Lowe's grant.
- Yearbook – Rosi Torres
 - Yearbooks have arrived. We'll get them ready to distribute next week.

Adjourned at 10:11 am.

Next Meeting Date: August 23rd at 7pm in the Logan mini-theater.